

BROOKINGS COUNTY COMMISSION MEETING

Friday, December 28, 2007

The Brookings County Board of County Commissioners met in regular session on Friday, December 28, 2007 with the following members present: Don Larson, Mary Negstad, Deanna Santema, Dennis Falken and Emil Klavetter.

CALL TO ORDER

Chairperson Klavetter called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CONSENT AGENDA

Chairperson Klavetter declared the Consent Agenda approved with no objection from the board. The Consent Agenda consisted of the agenda for the December 28, 2007 Commission Meeting, and the minutes from the December 18, 2007 Commission Meeting.

Travel/Education: Vicki Buseh, Stephanie Vogel, Kristin Trana, Jean Stoebner, Rae Lynn Maher, and Krista Spence to attend the Women in Leadership & Learning Presentation at the Days Inn on January 9, 2008.

ROUTINE BUSINESS

Motion by Negstad, seconded by Falken to approve the following claims. Roll Call Vote: Larson "Aye," Negstad "Aye," Santema "Aye," Falken "Aye," Klavetter "Aye." Motion Carried.

A&B BUSINESS, REPAIR & MAINT. \$436.62; A&B SERVICE, REPAIRS AND MAINTENANCE \$1064.64; ADVANCE AUTO PARTS, SUPPLIES & MATERIALS \$41.74; AGFIRST FARMERS COOP, SUPPLIES & MATERIALS \$1770.13; ALLIED OIL & SUPPLY, SUPPLIES & MATERIALS \$770.24; ALLTEL, TELEPHONE \$278.93; ANDERSEN, SHANE, TRAVEL & CONFERENCE \$11.84; ANDERSON OIL, FUEL/GASOLINE \$1672.00; ANESTHESIOLOGY ASSOC, INC, OUT-PATIENT \$371.25; AT&T, UTILITIES \$174.40; AVERA, PROFESSIONAL SERVICES \$28.00; BOZIED OIL CO INC, REPAIRS AND MAINTENANCE \$85.00; BROOKINGS, CITY OF, PROFESSIONAL SERVICE \$1625.00; BRKGS., CITY OF, REPAIRS & MAINT. \$10.37; BRKGS. CITY UTILITIES, OFFICE MAINTENANCE & UTIL \$400.00; BROOKINGS COUNTY ZONING, SUPPLIES & MATERIALS \$32.83; BRKGS DAILY REGISTER, PUBLISHING \$1445.55; BROOKINGS HEALTH SYSTEM, BLOOD TESTS \$3434.00; BROOKINGS TOWNSHIP, REPAIRS AND MAINTENANCE \$163.50; BRUGGER, SUSAN, ADULT DEFENSE \$215.08; CENTRAL BUSINESS SUPPLY, REPAIRS AND MAINTENANCE \$1944.67; CHEMCO INC, SUPPLIES & MATERIALS \$93.93; COOK'S RECYCLING, REPAIRS AND MAINTENANCE \$452.54; COVER TO COVER, SUPPLIES & MATERIALS \$6.90; CBC INNOVIS, TELEPHONE \$12.00; DAKOTA DISC, SUPPLIES & MATERIALS \$125.00; DAKOTA ENTERPRISES INC, RENT \$400.00; DAKOTA FLUID POWER INC, SUPPLIES & MATERIALS \$62.69; DALE'S ALIGNMENT, SUPPLIES & MATERIALS \$331.76; DARIN'S AUTO BODY & GLASS, REPAIRS AND MAINTENANCE \$1364.50; DEPT OF LEGISLATIVE AUDIT, PROFESSIONAL SERV. & FEES \$15235.31; SD DEPT OF TRANSPORTATION, SUPPLIES & MATERIALS \$58288.62; DOCKENDORF EQUIPMENT INC, MACHINERY & EQUIPMENT

\$10857.45; DRAGSETH, JOYCE, TRAVEL & CONFERENCE \$39.02; ECOLAB PEST ELIMINATION, REPAIRS AND MAINTENANCE \$58.00; EGEBERG, GARY, PROFESSIONAL SERVICE \$141.51; ELITE BUSINESS SYSTEM INC, REPAIRS AND MAINTENANCE \$72.00; ESRI INC., DATA PROCESSING/SOFTWARE \$2903.28; EUREKA TOWNSHIP, REPAIRS AND MAINTENANCE \$201.75; EVERIST, L.G. INC, SUPPLIES & MATERIALS \$3062.17; FARM SHOW, SUPPLIES & MATERIALS \$19.95; FASTENAL COMPANY, SUPPLIES & MATERIALS \$8.79; FEDEX, PROFESSIONAL SERV. & FEES \$17.09; FIRST BANK & TRUST, FUEL/GASOLINE \$134.36; GRAHAM TIRE OF SF NORTH, SUPPLIES & MATERIALS \$853.92; HAMILTON, STACEY, COURT CASE EXPENSE \$45.00; HAROLD'S PRINTING, SUPPLIES & MATERIALS \$194.95; HAROLD'S PHOTO CENTERS, SUPPLIES & MATERIALS \$7.28; HARTSEL, PATRICIA J., TRANSCRIPTS (NON) \$152.40; HILL, ROBERT, TRAVEL \$151.17; HOLIDAY INN, TRAVEL & CONFERENCE \$209.85; HOSTLER, SHAWN, TRAVEL & CONFERENCE \$78.00; HURON CULVERT & TANK, SUPPLIES & MATERIALS \$65.92; HY-VEE FOOD STORE, PRISONER RATION \$9947.33; HY-VEE PHARMACY, MEDICAL (PRISONERS) \$25.16; INSTY-PRINTS, SUPPLIES & MATERIALS \$59.70; INTEGRATED BUSINESS SOL, DATA PROCESSING/SOFTWARE \$1147.00; INTER-LAKES COMM. ACTION, COMMUNITY WORKER \$750.00; JENSEN, RANDY J., TRAVEL & CONFERENCE \$10.36; JENSEN, SHAUN, SUPPLIES & MATERIALS \$1326.00; JOHNSON, JEROME, TRANSCRIPTS (NON) \$667.00; KIDWILER, MARY, TRAVEL & CONFERENCE \$9.25; KLEINJAN, DARREL, TRAVEL & CONFERENCE \$14.06; KNIGHT'S DEFENSE, SUPPLIES & MATERIALS \$294.88; KNUTSON, DUANE, TRAVEL & CONFERENCE \$3.33; L&L PARTS, SUPPLIES & MATERIALS \$412.61; LEWIS DRUG STORE, SUPPLIES & MATERIALS \$49.99; LEXISNEXIS, PROFESSIONAL SERV. & FEES \$150.00; LINWELD, SUPPLIES & MATERIALS \$62.37; LOCATORS & SUPPLIES, SUPPLIES & MATERIALS \$120.88; LOWE'S, SUPPLIES & MATERIALS \$24.57; LYLE SIGNS, INC., SUPPLIES & MATERIALS \$943.58; MCKEEVER'S VENDING, SUPPLIES & MATERIALS \$477.22; MCI, UTILITIES \$282.84; M&T FIRE & SAFETY INC., SUPPLIES & MATERIALS \$102.75; MANS, BOB, TRAVEL & CONFERENCE \$5.92; MARTIN'S INC., FUEL/GASOLINE \$21456.79; MASTERCARD, SUPPLIES & MATERIALS \$1294.60; METEORLOGIX, PROFESSIONAL SERVICES \$1428.00; MIDWEST GLASS, REPAIRS & MAINT. \$284.09; MILLER FUNERAL HOME, COURT CASE EXPENSE \$7130.00; MILLS PROPERTY MANAGEMENT, RENT \$187.00; MILLS PROPERTY MANAGEMENT, REPAIRS AND MAINTENANCE \$132.00; MINNEHAHA CO. JUVENILE, JDC-MINNEHAHA COUNTY \$1200.00; MINNEHAHA CO. TREAS., MV NOTICES/TAX NOTICES \$78.05; MOBILE BINDERS, SUPPLIES & MATERIALS \$712.00; NATL 4-H COUNCIL, 4-H EVENTS & LIT. \$165.30; NELSON, DARREL E., TRAVEL & CONFERENCE \$7.03; NELSON, NANCY J., ADULT DEFENSE \$443.04; NOBLE INK & TONER, SUPPLIES & MATERIALS \$543.94; NORM'S GREENHOUSE, SUPPLIES & MATERIALS \$162.00; NORTHERN TRUCK EQUIPMENT, MACHINERY & EQUIPMENT \$7115.00; NORTHWESTERN PUBLIC SERV, UTILITIES/COURTHOUSE \$4444.06; OFFICE DEPOT, SUPPLIES & MATERIALS \$734.39; OFFICE SYSTEMS INC, REPAIRS AND MAINTENANCE \$45.54; PERRY ELECTRIC INC., REPAIR & MAINT. \$69.76; PHEASANTLAND INDUSTRIES, SUPPLIES & MATERIALS \$268.63; PITNEY-BOWES INC., POSTAGE REIMBURSEMENT FRO \$186.00; PITTS, MELISSA, RENT \$400.00; PRAIRIE GRAPHICS, SUPPLIES & MATERIALS \$52.00; PRESIDENT'S VOL SERVICE, CITIZEN CORP. \$40.00; PRINTRAK INTERNATIONAL, REPAIRS AND MAINTENANCE \$424.66; PRO ACTION UNIFORMS, SUPPLIES & MATERIALS \$1033.53; QUALIFIED PRESORT, MV NOTICES/TAX NOTICES \$740.82; RAZOR'S EDGE LAWN CARE, REPAIRS AND MAINTENANCE \$550.00; RFD, PUBLISHING \$865.22; RADIO SHACK, SUPPLIES & MATERIALS \$84.99; RAMKOTA INN, DIRECTOR/TRAVEL \$76.99; RELIANCE TELEPHONE, INMATE/TELEPHONE \$1000.00; RESERVE ACCOUNT, POSTAGE MACHINE \$15000.00; RIBSTEIN, RICK, ADULT DEFENSE \$8231.52; ROCHEL, ROBERT, TRAVEL & CONFERENCE \$12.21; SAATHOFF, LAYNE, TRAVEL & CONFERENCE \$17.02; SANTEMA, DEANNA, TRAVEL & CONFERENCE \$85.84; SD FEDERAL PROP. AGENCY, SUPPLIES & MATERIALS \$51.45; SD LAW REVIEW, AM'T HELD FOR LAW LIBRARY \$33.02; SD YOUTH DEVELOPMENT/4-H, 4-H EVENTS & LIT. \$540.00; SDSU JOURNALISM DEPT., SUPPLIES & MATERIALS \$9.00; SIOUX FALLS TWO WAY RADIO, REPAIRS AND MAINTENANCE \$65.00; SIOUX VALLEY ENERGY, UTILITIES \$53.00; SIOUX VALLEY WIRELESS, TELEPHONE \$37.95; SMITH, STEVE, TRAVEL & CONFERENCE \$18.50; SOFTWARE SERVICES INC., DATA PROCESSING/SOFTWARE \$1153.75; SPEEDY CLEANERS, RENTALS \$68.35; SPENCE, KRISTA, TRAVEL & CONFERENCE \$221.22; STEELE, RODNEY, ADULT DEFENSE \$313.00; SCHMIT, CINDY, TRAVEL &

CONFERENCE \$128.76; STEFFENSEN, STACY, TRAVEL & CONFERENCE \$34.00; STERLING TOWNSHIP, REPAIRS AND MAINTENANCE \$46.50; STURDEVANT'S AUTO, SUPPLIES & MATERIALS \$334.08; SWIFTEL CENTER, MULTI-PLEX UPKEEP \$2500.00; TORGRUDE, LIONEL, DIRECTOR/TRAVEL \$665.90; TOWN & COUNTRY SHOPPER, PUBLISHING \$90.00; VELVET UNIFORMS, UNIFORMS/EQUIPMENT \$142.50; VERIZON WIRELESS, SUPPLIES & MATERIALS \$869.91; VOLGA TOWNSHIP, REPAIRS AND MAINTENANCE \$245.25; WAGNER REAL ESTATE, INSPECTION FEES \$1000.00; WALMART COMMUNITY, SUPPLIES & MATERIALS \$203.40; ASSN SD CNTY WEED & PEST, PROFESSIONAL SERVICE \$100.00; WEST GROUP, AM'T HELD FOR LAW LIBRARY \$912.08; WHEELCO TRUCKS & TRAILER, SUPPLIES & MATERIALS \$82.20; WIECZOREK, TERRY, ADULT DEFENSE \$4576.11; YOUNG DOOR SERVICE, REPAIRS AND MAINTENANCE \$1640.00; PETERSON, DEREK, JURY & WITNESS \$24.44; PETERSON, JANET, JURY & WITNESS \$20.00; AHO, MARVIN, JURY & WITNESS \$55.92; BRUNS, MICHAEL, JURY & WITNESS \$64.80; LEWNO, KRISTINA, JURY & WITNESS \$61.84; MILLER, AMBER, JURY & WITNESS \$50.74; PAGE, MICHAEL, JURY & WITNESS \$51.48; POST, JOYCE, JURY & WITNESS \$58.88; STANGELAND, JASON, JURY & WITNESS \$51.48.

Deputy Auditor, Krista Spence presented the board with the Auditor's Report.

Be it noted, Chairperson Klavetter signed the 2008 Liquor Licenses.

REGULAR BUSINESS

Treasurer, Vick Buseth presented the board with the Treasurer's Quarterly Financial Report.

Brookings County Voluntary Board Appointments:

Motion by Negstad, seconded by Larson to reappoint Ann Marie Bahr to the Brookings Human Rights Committee, effective January 1, 2008 for a 3 year term. Roll Call Vote: Negstad "Aye," Santema "Aye," Falken "Aye," Larson "Aye," Klavetter "Aye." Motion Carried.

Motion by Santema, seconded by Negstad to reappoint Sandra Trevathan Faltemier to the Brookings Hospital Board, effective January 1, 2008 for a 3 year term. Roll Call Vote: Santema "Aye," Falken "Aye," Larson "Aye," Negstad "Aye," Klavetter "Aye." Motion Carried.

Motion by Negstad, seconded by Falken to appoint Jerry Warmann to the Housing & Redevelopment Commission, effective January 1, 2008 for a 5 year term. Roll Call Vote: Falken "Aye," Larson "Aye," Negstad "Aye," Santema "Aye," Klavetter "Aye." Motion Carried.

Motion by Santema, seconded by Falken to reappoint Sarah Hillner and Dale Heesch to the County Board of Mental Illness, effective January 1, 2008 for a 3 year term. Roll Call Vote: Larson "Aye," Negstad "Aye," Santema "Aye," Falken "Aye," Klavetter "Aye." Motion Carried.

Motion by Falken, seconded by Santema to reappoint Randy Jensen to the Planning & Zoning Board - District 2, effective January 1, 2008 for a 3 year term. Roll Call Vote: Negstad "Aye," Santema "Aye," Falken "Aye," Larson "Aye," Klavetter "Aye." Motion Carried.

Motion by Negstad, seconded by Falken to reappoint Bob Rochel to the Planning & Zoning Board - District 4, effective January 1, 2008 for a 3 year term. Roll Call Vote: Santema "Aye," Falken "Aye," Larson "Aye," Negstad "Aye," Klavetter "Aye." Motion Carried.

Motion by Falken, seconded by Santema to declare the following items Surplus Property to be disposed of: HP Office Jet Copier/Printer/Fax, Sharp Fax Machine, 4 Heliobe Light Bars. Roll Call Vote: Falken "Aye," Larson "Aye," Negstad "Aye," Santema "Aye," Klavetter "Aye." Motion Carried.

Motion by Larson, seconded by Negstad to approve and authorize Chairperson Klavetter to sign a Memorandum of Understanding between Brookings County and the City of Brookings for Geographic Information System Data. Roll Call Vote: Larson "Aye," Negstad "Aye," Santema "Aye," Falken "Aye," Klavetter "Aye." Motion Carried.

Jerry Lindberg and Paul Boerboom of Group II Architects presented a 3-D model of building options for the County Administrative Offices.

Motion by Falken, seconded by Negstad to transfer cash from budget line 10100X4290221 in the amount of \$22,361.80 and line 10100X4291221 in the amount of \$56,035.00, totaling \$78,396.80, to fund 759, the Brookings County Fire Trust. Roll Call Vote: Negstad "Aye," Santema "Aye," Falken "Aye," Larson "Aye," Klavetter "Aye." Motion Carried.

Motion by Negstad, seconded by Falken to approve and authorize Chairperson Klavetter to sign Resolution #07-44, End of Year Contingency Transfers for 2007. Roll Call Vote: Santema "Aye," Falken "Aye," Larson "Aye," Negstad "Aye," Klavetter "Aye." Motion Carried.

Resolution #07-44
End of the Year Contingency Transfers

WHEREAS, the Brookings County Board of County Commissioners did approve a line for contingency transfers in the 2007 annual budget, and

WHEREAS, the Brookings County Board of County Commissioners finds it necessary to transfer from said contingency line.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners within and for the County of Brookings, State of South Dakota, that the following amount(s) and item(s) be transferred:

FROM: General Fund contingency line 10100X4290112

TO:	10100X4290130	(Court Case Expense)	\$3,000
	10100X4223130	(Juvenile Defense)	\$2,000
	10100X4230130	(Blood Tests)	\$5,000
	10100X4270130	(Travel & Conference)	\$2,000
	<i>Judicial System</i>		

FROM: General Fund contingency line 10100X4290112

TO:	10100X4262212	(Medicine/Rx)	\$6,000
	10100X4281212	(Inmate/Telephone)	\$4,000
	10100X4290212	(Prisoner Ration)	\$20,000
	<i>County Jail</i>		

FROM: General Fund contingency line 10100X4290112

TO:	10100X4291214	(JDC-Minnehaha County)	\$5,000
	<i>Juvenile Detention</i>		

FROM: General Fund contingency line 10100X4290112	
TO: 23700X4260215 (Supplies & Materials)	\$12,000
<i>Contract Law Enforcement</i>	
FROM: General Fund contingency line 10100X4290112	
TO: 20700X4280225 (Office Maintenance & Utils)	\$5,000
<i>911 Service</i>	
FROM: General Fund contingency line 10100X4290112	
TO: 22900X4290434 (Others)	\$2,500
<i>Domestic Abuse</i>	
FROM: General Fund contingency line 10100X4290112	
TO: 71100X4290625 (Wetland Payment)	\$2,000
<i>Wetland Payment for Twps</i>	
FROM: General Fund contingency line 10100X4290112	
TO: 10100X4290911 (Others –Civil Defense)	\$45,000
<i>Operating Transfers Out</i>	
FROM: General Fund contingency line 10100X4290112	
TO: 10100x4260911 (Others - WIC)	\$10,000
<i>Operating Transfers Out</i>	
FROM: General Fund contingency line 10100X4290112	
TO: 10100X4294911 (Others - Highway)	\$150,000
<i>Operating Transfers Out</i>	

Total Contingencies \$273,500

Emil J. Klavetter, Chairperson

ATTEST: _____
Janet Willmott, Auditor

Motion by Santema, seconded by Negstad to approve the following operating transfers and cash from General Fund 10100X4290911 to Emergency Management Fund 22600R3710000 for \$45,000; and from Genreal Fund 10100X4294911 to Highway Road & Bridge 20100R371000 for \$150,000; and from General Fund 10100X4260911 to WIC 10100X3710000 for \$10,000. Falken "Aye," Larson "Aye," Negstad "Aye," Santema "Aye," Klavetter "Aye." Motion Carried.

The board discussed designating funds from the General Fund Surplus. Motion by Larson, seconded by Falken to designate the following items from the undesignated General Fund reserve: \$3,900,000 for Administrative Office Construction/Remodel and \$1,500,000 for Highway/Bridge Repair.

Motion by Santema to amend the original motion to change the designations to \$4,400,000 for Administrative Office Construction/Remodel and \$1,000,000 for Highway/Bridge Repair. Motion died for lack of second.

Roll Call Vote on original motion: Larson "Aye," Negstad "Aye," Santema "Nay," Falken "Aye," Klavetter "Nay." Motion Carried.

Chairperson Klavetter declared the regular meeting recessed at 10:05am for the board members to attend the Mel Kloster funeral services. The regular board meeting reconvened at 11:50am.

Commission Assistant/Human Resources Director, Stephanie Vogel met with the board to discuss personnel matters, a telephone received from a citizen, and correspondence received.

Be it noted, the board approved the following Personnel Actions: Routine Step Increases: Gary Egeberg \$32,943; Janet Willmott \$51,490; Joyce Dragseth \$48,557; Robert Hill \$45,768; Todd Struwe \$47,897; Beverly Chapman \$43,995; Vicki Buseth \$48,618; Lionel Torgrode \$55,350; Stephanie Vogel \$55,350; Ted Eggebraaten \$59,501; Martin Stanwick \$63,964; Wm. Mark Kratochvil \$83,175. New Hire: Stacey Trushenski, GIS Student Position \$10. Resignations: Randy Mentele. Retirement: Ted Eggebraaten.

COMMISSIONER'S OPEN DISCUSSION

Commissioner Larson had no report.

Commissioner Negstad had no report.

Commissioner Falken had no report.

Commissioner Santema reported on the BATA meeting.

Commissioner Klavetter discussed a drainage issue in Brookings County.

ADJOURNMENT

There being no further business, Chairperson Klavetter declared the regular meeting adjourned until 8:30am Tuesday, January 8, 2008.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.

Krista Spence
Deputy Auditor
Brookings County Auditor's Office